

State of Texas
County of Denton
City of Lake Dallas

Minutes: Planning and Zoning Commission Minutes

The Lake Dallas Planning and Zoning Commission met in a regular meeting on October 15, 2020 in a video conference, with notice of the meeting given, as required by Title 5, Chapter 551.041 of the Texas Government Code. Chairperson Ben Gilbert call the meeting to order at 7:01 p.m.

1. Roll Call: Planning and Zoning Commission

Ben Gilbert	Chairperson, Member Place 1
Adam Peabody	Member Place 2
Jayne Potter	Member Place 3
Lester Rayburn	Member Place 5
Melody Parlett	Member Alternate 2
Absent:	

Staff present: Angie Manglaris, Development Services Director and Glenda Cowling, Permit Tech

2. Pledge of Allegiance was led by Ben Gilbert

3. Citizen Agenda & Public Comment

An opportunity for citizens to address the Planning & Zoning Commission on matters which are not scheduled for consideration by the Planning & Zoning Commission. To address the Planning & Zoning Commission, please send your comments to the City Secretary before 3:00 p.m. on the date of this meeting. Comments sent by e-mail will be read aloud so that they are included in the recorded record of the meeting. In keeping with the Council's procedures for limiting speaking time to five (5) minutes per speaker, any written comments provided for this item should be kept short enough so that they can be read aloud in five (5) minutes or less. The Texas Open Meeting Act prohibits deliberation by the Planning & Zoning Commission of any subject which is not on the posted agenda, therefore the Planning & Zoning Commission will not be able to discuss or take any action on items brought up during the citizen presentations that are not on the agenda.

No public input was received.

4. Approval of minutes for Meeting held on September 17, 2020.

Motion: to approve the minutes for meeting of September 17, 2020 as presented was made by Alt. Member, Melody Parlett seconded by Member, Jayme Potter.

Ayes: Member Ben Gilbert, Member, Adam Peabody, Member, Jayme Potter, Member, Lester Rayburn and Alt. Member, Melody Parlett.

Nays: None

Motion Passed 5-0

5. Conduct a public hearing and consider an ordinance amending Lake Dallas Municipal Code Chapter 122 "Zoning" Article XXII "Screening, Landscaping and Tree Preservation" by repealing Division 3 "Tree Preservation" in its entirety and revising the caption of said Article XXII to conform.

Angie Manglaris, Director of Development Services gave a presentation on the purpose of the Ordinance Amendment and provided an overview of the background of the project. Ms. Manglaris explained the intent of the Ordinance Amendment was to remove the Tree Preservation Ordinance regulations out of Chapter 122 "Zoning" and into a separate Chapter since tree preservation does not have to be tied to Zoning Regulations.

Alt. Member Melody Parlett requested before making a motion to approve or deny amending the Lake Dallas Municipal Code by amending Chapter 122, "Zoning" Article XXII she would like to hear the presentation for Item 6. on the Agenda. Chairperson Ben Gilbert agreed and requested Ms. Manglaris present Item 6 on the Agenda. Ms. Manglaris continued and presented Item 6.

The public hearing opened at 7: 16 p.m. No public input was received. The public hearing was closed 7:16 p.m.

Motion: Alt. Member Parlett motioned to recommend City Council approve an ordinance amending Lake Dallas Municipal Code Chapter 122 "Zoning" Article XXII "Screening, Landscaping and tree Preservation" by repealing Division 3 "Tree Preservation" in its entirety. Member Rayburn seconded the motion.

Ayes: Member Ben Gilbert, Member, Adam Peabody, Member, Jayme Potter, Member, Lester Rayburn and Alt. Member, Melody Parlett.

Nays:

Motion Passed 5-0

- 6. Consider an ordinance amending Lake Dallas Municipal Code Ordinance 42 “Environment” by adding Article IV titled “Tree Preservation setting forth regulations governing the removal, mitigation, and preservation of trees on property within the City.**

Ms. Manglaris presented the staff report and explained this is the second step in the process of amending the Tree Preservation Ordinance. Ms. Manglaris provided the Commission with an overview of the new Tree Preservation Ordinance and pointed out the significant changes being made as part of the project.

Ms. Manglaris answered questions from the Commission on the new Tree Preservation Ordinance regarding:

- The function of the tree board and when they would meet.
- Who oversees the tree removal of trees following the submittal of a tree removal permit.
- How the tree fund would function how the funds may be utilized.
- Who verifies mitigation trees are planted with new developments.

Motion: Alt. Member Parlett motioned to recommend City Council approve an ordinance amending Lake Dallas Municipal Code Ordinance 42 “Environment” by adding Article IV titled “Tree Preservation setting forth regulations governing the removal, mitigation, and preservation of trees on property within the City. Member Peabody seconded.

Ayes: Chairperson Ben Gilbert, Member, Adam Peabody, Member, Jayme Potter, Member Lester Rayburn and Alt. Member, Melody Parlett.

Nays:

Motion Passed 5-0

- 7. Conduct a public hearing and consider an ordinance amending Lake Dallas Municipal Code Chapter 122 “Zoning” Article XX “Accessory Buildings, Structures and Mechanical Equipment” by amending Division 1 “Accessory Buildings, ETC.” relating to the regulation of accessory structures within the City.**

Ms. Manglaris provided the Commission with background surrounding the project, presented the staff report and gave an overview of the proposed amendments to the Accessory Structure Ordinance and why these areas are being addressed.

Chairperson Gilbert opened the public hearing at 7:38 p.m. No input was received. The public hearing was closed at 7:38 p.m.

Chairperson Gilbert opened the item for discussion among the Commission. Several questions were asked regarding the permitting process of accessory structure and associated fees as they relate to structures under 120 square feet. There was also substantial discussion surrounding the maximum allowable lot coverage in residential districts. Ms. Manglaris informed the Commission she would confirm lot coverage requirements prior to the item going to City Council for consideration.

Motion: Alt. Member Melody Parlett motioned to recommend City Council approve an ordinance amending Lake Dallas Municipal Code Chapter 122 "Zoning" Article XX Accessory Buildings, Structures and Mechanical Equipment" by amending regulations set forth in division 1 "Accessory Buildings, ETC." relating to accessory structure requirements within the City with the condition that City staff review and refine the maximum allowable lot coverage in residential districts. Member Jayme Potter seconded the motion.

Ayes: Chairperson Ben Gilbert, Member Jayme Potter, Member Lester Rayburn, and Alt. Member Melody Parlett.

Nays: Member Adam Peabody

Motion Passed 4-1

8. Receive the Annual update and hold a discussion on the City of Lake Dallas Vision 2030 Comprehensive Plan.

Ms. Manglaris presented to the Commission the Annual Update of the City of Lake Dallas Vision 2030 Comprehensive Plan and answered questions asked by the Commission.

Adjournment 8:11 p.m.

Passed and approved on the 17th day of Dec, 2020

B. Gilbert
Ben Gilbert, Chairperson

Glenda Cowling
Glenda Cowling, Permit Tech